

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment		Work Assignment Number 1-07								
		<input type="checkbox"/> Other <input type="checkbox"/> Amendment Number:								
Contract Number EP-D-14-031		Contract Period 10/01/2014 To 09/30/2016 Base Option Period Number 1								
Contractor INDUSTRIAL ECONOMICS, INCORPORATED		Title of Work Assignment/SF Site Name SUPPORT FOR OAR/OTAQ/CAMD								
Specify Section and paragraph of Contract SOW										
Purpose: <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval		Period of Performance From 10/01/2015 To 09/30/2016								
Comments: THE PURPOSE OF THIS ACTION IS TO INITIATE WA 1-07 SUPPORT FOR CAMD, WITH AN INITIAL LOE OF 100 HOURS FOR START UP WORK. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED. THIS WORK DOES NOT DUPLICATE ANY WORK PREVIOUSLY PERFORMED UNDER MY AUTHORITY.										
<input type="checkbox"/> Superfund		Accounting and Appropriations Data								
		<input checked="" type="checkbox"/> Non-Superfund								
SFO (Max 2) <input type="checkbox"/> Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:		LOE:						
10/01/2014 To 09/30/2016										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:		Cost/Fee		LOE:						
Cumulative Approved:		Cost/Fee		LOE:						
Work Assignment Manager Name		Michael Cohen		Branch/Mail Code:						
				Phone Number: 202-343-9497						
				FAX Number:						
Project Officer Name		Lorraine Reddick		Branch/Mail Code:						
				Phone Number: 202-564-1293						
				FAX Number:						
Other Agency Official Name				Branch/Mail Code:						
				Phone Number:						
				FAX Number:						
Contracting Official Name		Andrew Flynn		Branch/Mail Code:						
				Phone Number: 919-541-2674						
				FAX Number: 919-541-0611						

Work Assignment Statement of Work

Title: Support for the Office of Air and Radiation/CAMD

Contractor: IEc, Inc.

Contract No.: EP-D-14-031

Work Assignment Number: 1-07

Estimated Period of Performance: February 15, 2016 to April 30, 2016

Work Assignment COR (WA COR):

Michael Cohen
OAR/OAP/Clean Air Markets Division
1200 Pennsylvania Ave, N.W., Room 7231
Washington, DC 20460
Telephone: 202-343-9497
Email address: cohen.michael@epa.gov

Contract Level COR:

Lorraine Reddick
OAR/Office of Policy Analysis and Review
1200 Pennsylvania Avenue, N.W., Room 5442Z
Washington, DC 20460
(202) 564-1293
Reddick.lorraine@epa.gov

Background and Purpose:

The Office of Air and Radiation (OAR) develops national programs, policies, and regulations for controlling air pollution and radiation exposure. Support under this work assignment is for the Office of Air and Radiation, the Office of Transportation and Air Quality (OTAQ) and the Office of Atmospheric Programs (OAP). OTAQ has national responsibility for analyzing, monitoring, controlling and reducing emissions from all non-stationary sources of air pollution. The Transportation and Climate Division is responsible for: (1) Coordinating OTAQ's strategic climate programs; (2) Implementing programs required by the Clean Air Act to be included in State Implementation Plans to address the impact of in-use vehicles and transportation systems on air quality; and (3) implementing programs and distributing Congressional funding to address criteria and GHG emissions from vehicles in the U.S legacy fleet. OAP protects the ozone layer, addresses climate change, and improves regional air quality. It runs market based programs such as the Acid Rain Program and public/private partnership programs such as ENERGY STAR.

Tasks and Deliverables:

The WA COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

Task 0 - Prepare Workplan

The contractor shall prepare a workplan within 20 calendar days of receipt of a work assignment signed by the Contracting Officer. The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR and the Contract Level COR and the CO will review the workplan. However, only the CO can approve/disapprove the workplan. The Contract Level COR is authorized to suggest revisions via email. If the Contract Level COR does request revisions, then the revisions shall be submitted as requested. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

- 0a.** Workplan within 20 calendar days of receipt of work assignment.
- 0b.** Revised workplan within 10 calendar days of receipt of comments from the Contracting Officer, if required.

Task 1 - Retreat Facilitation and Strategic Planning for Clean Air Markets Division

Utilizing sections (f)(viii) and (f)(xi) of the Statement of Work, the Contractor shall provide technical, organizational, logistical, audio/visual, meeting facilitation, administrative, and background materials development support to EPA for a one-day retreat for the Clean Air Markets Division of the Office of Atmospheric Programs. The facilitation support shall include advance preparation interviews for senior managers, agenda planning and development, meeting facilitation and post-meeting follow-up needs as required by the Contracting Officer's Representative. Post-meeting follow-up shall include a summary and may include follow-up analysis on particular issues, as needed. The contractor shall provide all final products in electronic format.

Deliverables and schedule under Task 1

- 1a.** Specific requests will come from WAM throughout period of performance. Deadlines for tasks will be on a case by case basis set by the WAM.